



# Town of Johnstown

## MEMORANDUM

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TO: Honorable Mayor and Town Council Members

FROM: Matt LeCerf, Town Manager

DATE: November 16, 2020

CC: Town Staff  
Local Media

SUBJECT: Town Manager's Report

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Upcoming Town Council Work Sessions – If there are topics that the Council would like staff to schedule for discussion, please let me know. The following topics are recommended for Council discussion (all meetings will be held in the Town Council Chambers unless otherwise indicated):

- 12/07/2020 – Regular Town Council Meeting
  - 12/14/2020 – Special Called Meeting
  - 12/21/2020 – Regular Town Council Meeting
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### **Administration, Finance, & Planning**

- *TDS Internet Outage* – The Community has experienced recent internet outages for those who are TDS customers on both Friday October 30 and Tuesday November 3. We have a meeting scheduled to discuss the recent outages with TDS in early December. It is important to note that the Town does have a franchise agreement with TDS, but this franchise agreement is NON-EXCLUSIVE. What this means is any other company who wants to provide cable service to the community is welcome to come into Town and do so. Additionally, those that desire to have different internet service, those Internet Service Providers are not required to have a franchise agreement and can also come into Town at their discretion. We the Town believe that having this free market system can create competition for the benefit of the customer. In April 2019, the citizens approved the SB 152 removal which allows for municipalities to expand into broadband service. This can be done exclusively by the Town or through a public-private partnership. One of the

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many items in the budget for 2021 is a study to evaluate the marketing and financial feasibility study of such a program to explore the possibility of such a program.

- *Town Facilities* – Town facilities have been closed until at least December 1 to the public as the State continues to experience increased levels of COVID cases. On November 30, we will evaluate the condition to determine if we are able to reopen or not. This is in an effort to support safety of both our employees and the public. We are operating on levels in the offices for essential personnel only and are committed to ensuring the expected levels of customer service expected by our customers.
- *Comprehensive Plan* – A “Discussion Draft” of the Johnstown Area Comprehensive Plan has been posted to the Town’s website and emailed to stakeholders for public review and comment. We will incorporate changes to this draft as we receive comments over the next month, including continuing to build on the plan’s graphics. A “Final Draft” version is anticipated in mid-to-late December, depending on the feedback we receive.
- *OmniTrax Crossing at Centennial / CR46.5* – Staff is working with the Johnstown Farms developer and OmniTrax railroad for a series of crossing agreements for public infrastructure across this railroad right-of-way.
- *38<sup>th</sup> Annual State Demography Summit* – The Planning Director attended the virtual summit on Wednesday, October 28<sup>th</sup>. Information and sessions presented can be found at: [Demography Summit](#). Johnstown population estimates were reported as July 2010, 10,096; July 2019, 15,106; a 49.6% increase. Town Staff expects to see a higher count with the 2020 census results.
- *Weld County Comprehensive Plan* – Weld County BOCC held final hearing on the “Weld 2020” [proposed Comprehensive Plan \(Chapter 22 of County Code\)](#), on November 9<sup>th</sup>; accompanying Future Land Use Map can be found [here](#).
- *Sales Tax Revenues* – The 3<sup>rd</sup> Quarter Sales Tax Analysis has been included for your review. Sales taxes through the end of September are showing a 31.29% increase over the same period last year while vehicle use taxes are showing a 13.36% decrease. Overall, the Town is showing an increase of 20.49%. We believe a large portion of the increase can be attributed to online sales that charge sales tax at the point of delivery versus at the point of sale where the brick and mortar business is located.
- *County Tax Liens* – Accounts have been reviewed and are being prepared for tax liens on past due utilities and outstanding abatements.
- *1099 Updates* – Town staff is participating in 1099 training as the requirements have recently changed.
- *Liquor License* – Bad Daddy’s Burger Bar was recently approved for a Temporary Modification of Premises Alcohol Beverage License. The modified premises will include the tent that will be erected next to their patio.
- *Business License Software* – Staff has been trained on the new business license software. Renewal letters will be sent out within the next few weeks.

## **Police Department**

### *Training*

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- *NIBERS Training* – Meagan Moore and Christy Adair recently attended NIBRS training. This course covered the topics of accuracy of NIBRS data, improving the quality of police reports, identifying the most common mistakes made when entering data which officers, if any, are making a lot of mistakes, and.
- *Simuntions Training* – The entire department was trained in force on force, utilizing Simuntion guns and rounds. Officers were placed in numerous real-life scenarios to see how they would react to the problem that was facing them and then evaluated on their response.
- *Civilian Active Shooter Training* – Lt. Oglesby trained new civilian office personnel in CRASE (Civilian Response to Active Shooter Events).

## **Public Works Department**

### *Streets, Stormwater, & Parks*

- *Public Works Roof* – Roof replacement has begun on the Public Works building. The new roof should be completed the week of November 9.
- *Patching* – Approximately 400 pounds of asphalt has been placed around Town. Crews continue to monitor roadways for pot holes and any other necessary street repairs.
- *Trickle Channel* – The concrete trickle channel located at Aragon park has been cleaned out. The west section that wasn't completed prior should be finished within 2-3 weeks.
- *Cemetery* – Winterization continues at the cemetery. Crews are cleaning up the grounds and finishing the sodding for the season.
- *Grading* – Grading of County Roads 42, 44, 46, 3 and 20C continues. County Road 46 has seen increased traffic due to work being done on County Road 15 by Thornton Water and thus has required extra attention.
- *Thornton Water Project* – Scott Contracting installed water lines for the City of Thornton across on County Road 15 just south of County Road 46. This is the same area that we installed a new storm sewer and freshly paved road for the Johnstown Village development. Repair of road will entail milling 2 inches of existing road 200 ft north and south of their trench, and paving 400 ft of roadway as part of agreement for crossing our roadway. Flow fill was also installed in the trench to prevent any settling in the future.
- *Lone Tree Pump House* – The Lone Tree project is almost complete. All new pumps have been installed. The final electrical inspection and test of SCADA system will be done the week of November 9. This pump station should be back on-line the week of November 16.
- *VFD Water Plant* – The VFD for the 250 hp pump at the Water Plant that feeds the north-end of Town recently went down. This is one of two units that help supply water to the 2534 area. Cost of VFD is \$18,000 and is three weeks out for delivery. The second VFD's cooling fan is vibrating and we have an electrician trying to repair the fan before it burns out the drive. We are hoping to keep it running until the new VFD arrives, and then replace it at the beginning of 2021. If both go out, we will be forced to go on emergency water connections.

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- *CDPHE Violation* – The State has submitted a violation notice to the Town for a Treatment Technique Violation. This Violation is a Tier Two violation that requires public notification to all consumers before November 28, 2020. This violation was caused by insufficient TOC (Total Organic Carbon) removal. The samples that caused this tier two violation were collected in May, June, and July. The State requires 35-45% removal and our filters removed the following: *May*- 37%, June 29%, and only 3% in July. These sample results caused the TOC Rolling Annual Average (RAA) to drop below the ratio of what was required to be removed and what was actually removed. This attributed to the Raw Water TOC being uncharacteristically low. We have requested assistance from CDPHE to visit our plant for some onsite training and operations of our facility so our team understands and knows how to adjust for fluctuations on levels in our water treatment system.

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